

Embassy of the United States of America



Islamabad, Pakistan
Date: **August 25, 2015**
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To: Offeror

Request Number: **4606038**

From: Contracting Officer
General Services Office
US Embassy
Diplomatic Enclave, Ramna 5
Islamabad

Fax: 92-51-233-8103

E-mail: ShahzadK2@state.gov and LatifM@state.gov;

Phone: 92-51-201-5464

Subject: Request for Price Quotation - Replacement of Electrical Main panel, cable conduit and disconnect switch at Residences.

A. The Embassy requests your price quote **on a priority basis** for the **following item/services:**

1. ITEM DESCRIPTION

American Embassy Islamabad requires the services of a Contractor for the **Replacement of Electrical Main panel, cable conduit and disconnect switch at Residences** located in four residences in Islamabad as described in Statement of Work (SOW).

2. SITE VISIT:

A site visit is will be scheduled on **August 31, 2015 at 11:00 a.m.** in one of the residence located in Islamabad; location for site visit will be notified later on if we schedule site visit. Prospective offerors/quoters should contact the following E-mail before **12:00 noon August 29, 2015**,

E-mail: ShahzadK2@state.gov and LatifM@state.gov

Detail required for access as per given below:

1. Name of personnel with National Identity Card (NIC) Number (as written on NIC).

3. SCOPE OF WORK:

1. Replace (Supply, install, connect, test & commission) existing electrical panels (3-phase, 4-wire, Weather proof, lockable, equipped with bus bars, volt meter, ampere meter and appropriate size circuit breakers).
2. Replace existing disconnect switch with FICO brand lockable switch (Type-SFT-16, Amps: 100/163) with connect/disconnect mechanism.
3. Replace all existing open conduit of electrical panel; disconnect switch and ATS with suitable size concealed plastic conduit of Schedule-40/rigid.
4. Re-plaster/repair damage to the wall.
5. Repaint the wall with matching paint and color.
6. All internal wiring of electrical panel and disconnect switch shall be Pakistan cable/Pioneer cable/Newage cable.
7. Circuit Breakers of electrical panels shall be made of AEG/ABB/Siemens/Schneider.
8. Rating of circuit breakers shall be similar to existing ones.
9. Electrical panels shall have 10% spare circuit breakers of each kind for future use.
10. All circuit breakers in the panel must be marked for relevant circuit, outlet & appliance for the purpose of identification.
11. Printed Panel schedule shall be installed in the electrical panels.
12. Internal wiring from Main Circuit Breaker to bus bar shall be single core, 35sqm.
13. Internal wiring shall have suitable size insulated lugs and separators on breakers & bus bars.
14. Panels shall have transparent plastic glass cover over live parts for human safety.
15. Panel internal wiring shall be red, yellow, blue, black and green in color for phase, neutral and ground identification.
16. Internal wiring from bus bar to single pole breakers (10A, 15A & 20A etc.) shall be single core 6sqm.
17. Wiring from Disconnect switch to ATS will be single core, 35sqm.
18. Wiring from ATS to electrical panel shall be single core, 35sqm.
19. Panel shall be grounded properly with 10sqm single core green wire from ground rod.
20. All labor, vehicles, tools, cables, material, fittings, brackets, cables, wires, lugs, nuts, bolts, conduit, any kind of repair work, matching paint work and all other material & accessories required for the project shall be contractor's responsibility.
21. Any other material, accessories & services which are not listed here but are required for project completion shall be supplied, installed and completed in all respect shall be contractor's responsibility.
22. All testing equipment required for the project shall be pre-calibrated and of reliable quality.
23. All test results shall be verified by COR or his representative.
24. Samples of all kind of material and accessories shall be submitted to COR for approval.
25. All material used at site shall be as per approved sample & no material shall be used at site prior to the approval of sample.
26. Any other work related to project to fulfill the applicable codes & quality shall be contractor's responsibility.

a) Schedule of Work:

The Contractor shall submit to the COR a schedule of project and description of the scheduled activities that the Contractor plans to execute for timely completion of project. The Contracting Officer or COR must approve the proposed, Schedule of Project, prior to contract work commencement.

b) Hours of Performance:

The Contractor shall schedule all project activities during normal business hours which are defined as 8:00 to 16:30 Monday to Friday, excluding local and American holidays, unless approved in advance by COR.

c) Completion Time:

Completion time for this project will be 30 working days.

d) Inspection and Acceptance:

The (Contracting Officer Representative) COR will inspect from time to time the services being performed to determine whether work is being performed in a satisfactory manner.

3.1 Government Furnished Property/Equipment

- The Contractor is responsible for the proper care, maintenance and use of Government property in its possession or control from time of receipt until properly relieved of responsibility in accordance with the terms of the contract. The Contractor shall pay all costs for repair or replacement of Government furnished property that is damaged or destroyed due to Contractor negligence.
- The Contractor shall maintain written records of work performed, and report the need for major repair, replacement, and other capital rehabilitation work for Government property in its control.

3.2 Insurance

The contractor is responsible for obtaining whatever insurance is necessary according to local laws. The contractor agrees that the Government shall not be responsible for personal injuries or for damages to any property of the contractor, its officers, agents, servants, and employees, or any other person, arising from an incident to the contractor's performance. The contractor shall hold harmless and indemnify the Government from any and all claims arising there from, except in the instance of gross negligence on the part of the Government.

3.3 Safety

The Contractor shall maintain schedules (if any) provided by the U.S. Embassy. The Contractor shall be responsible for quality control and perform inspection visits to storage/auction place on a regular basis.

The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs, and practices pertaining to labor, safety, and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the U.S. Embassy POC. Contractor shall provide proper scaffolding and fall protection. The scaffolding

shall be steel pipes structure and strong enough to supporting at least four times the maximum intended load.

Any person working at a height greater than six feet (1.8 meters) shall be provided with fall protection. Regardless of height, if a worker can fall into or onto dangerous machines or equipment (such as an air conditioner or cement mixer) employers must provide fall protection.

The contractor is responsible to take appropriate measures in terms of safety (safety equipment and other adequate steps required by U.S. as well as local law) of the U.S. Government property and contractor's employees. U.S. Government will take no responsibility of any incident occurring because of contractor's negligence, safety violations and consequently any damages to the contractor's property and/or personnel.

3.4 Access to Government Buildings and Standards of Conduct:

The Contractor shall designate a representative who shall supervise the project, and be the Contractor's liaison with the U.S. Embassy Islamabad. The Contractor's employees shall be on-site only for contractual duties and not for any other business or purposes.

Personnel Security. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual. The Contractor shall provide the names and biographic data for police/security clearance for all Contractor personnel who shall be used on this contract prior to their utilization.

Contracting Officer's Representative (COR):

Contracting Officer's Representative will be **Electrical Engineer, U.S. Embassy Islamabad** for this project.

4. TERMS and CONDITIONS

Inspection and Acceptance:

The COR will inspect from time to time the services being performed to determine whether work is being performed in a satisfactory manner and of acceptable quality.

Payment Terms:

Through EFT within 30 days upon satisfactory completion and acceptance of services, and submission of invoice in original to Financial Management Officer (FMO), U. S. Embassy, Diplomatic Enclave, Ramna-5, Islamabad or by email to : islamabadfmc-invoice@state.gov. One copy clearly marked DUPLICATE copy for GSO to the following email address; gso_procurement@state.gov.

- Each invoice shall include invoice number, purchase order/contract number, date issued, brief description of supplies/services provided, quantities, unit and total price, and signed by the signing authority.

Contract Clauses

Below FAR & DOSAR clauses will apply to this purchase order

DOSAR 652.236-70 ACCIDENT PREVENTION (APR 2004)

(a) General. The contractor shall provide and maintain work environments and procedures which will safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to contractor operations and activities; avoid interruptions of Government operations and delays in project completion dates; and, control costs in the performance of this contract. For these purposes, the contractor shall:

- (1) Provide appropriate safety barricades, signs and signal lights;
- (2) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and,
- (3) Ensure that any additional measures the contracting officer determines to be reasonably necessary for this purpose are taken.
- (4) For overseas construction projects, the contracting officer shall specify in writing additional requirements regarding safety if the work involves:
 - (i) Scaffolding;
 - (ii) Work at heights above two (2) meters;
 - (iii) Trenching or other excavation greater than one (1) meter in depth;
 - (iv) Earth moving equipment;
 - (v) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI;
 - (vi) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.);
 - (vii) Hazardous materials – a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive or unstable, or any operations which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or
 - (viii) Hazardous noise levels.

(b) Records. The contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The contractor shall report this data in the manner prescribed by the contracting officer.

(c) Subcontracts. The contractor shall be responsible for its subcontractors' compliance with this clause.

(d) Written program. Before commencing work, the contractor shall:

(1) Submit a written plan to the contracting officer for implementing this clause. The plan shall include specific management or technical procedures for effectively controlling hazards associated with the project; and,

(2) Meet with the contracting officer to discuss and develop a mutual understanding relative to administration of the overall safety program.

(e) Notification. The contracting officer shall notify the contractor of any non-compliance with these requirements and the corrective actions required. This notice, when delivered to the contractor or the contractor's representative on site, shall be deemed sufficient notice of the non-compliance and corrective action required. After receiving the notice, the contractor shall immediately take corrective action. If the contractor fails or refuses to promptly take corrective action, the contracting officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any suspension of work order issued under this clause.

(End of clause)

CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS AWARDED BY OVERSEAS CONTRACTING ACTIVITIES

(Current thru FAC 2005-36)

COMMERCIAL ITEMS

FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.acqnet.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

NUMBER	TITLE	DATE
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information	SEPT 2007

	system)	
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (OCT 2008) of 52.212-4 applies if the order is time-and-materials or labor-hour)	MAR 2009
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	APR 1984
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are not covered by Defense Base Act insurance)	APR 1984
52.228-5	"Insurance - Work on a Government Installation" to provide whatever insurance is legally necessary. The Contractor shall at its own expense provide and maintain during the entire performance period the following insurance amounts:	

The following clause is provided in full text:

52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items (SEP 2009)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (U.S.C. 7104(g))
Alternate I (AUG 2007) of 52.222-50 (U.S.C. 7104(g))
- (2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

652.228-71	Workers Compensation Insurance (Defense Base Act) – Services (for services to be performed overseas when the contract includes covered contractor employees as defined in paragraph (a) of the clause) Fill-in for paragraph (c): “(c) The current rate under the Department of State contract is [contracting officer insert rate] of compensation for services.”	JUNE 2006
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52.249-4, Termination for Convenience of the Government (Services) (Apr 1984).

52.249-8, Default (Fixed price Supplies and Services) (Apr 1984)

FAR and DOSAR clauses can be accessed through following link:

http://aoepd.a.state.gov/Content/documents/overseas_comm-item-fac-2005-36.docx

Offer Due Date:

1. Please submit your quote on or before **September 03, 2015 at 12:00 noon** to **Contracting Officer, U.S. Embassy, Diplomatic Enclave, Ramna-5, Islamabad** or via Email to following email addresses:

ShahzadK2@state.gov

LatifM@state.gov

2. **Please prepare a quotation on your company letterhead.**
3. Please quote our **Request Number 4606038** in all your correspondence regarding this request for price quotation.